

DEPARTMENT OF HEALTH AND HUMAN SERVICES

National Institutes of Health

Privacy Act of 1974; Annual Publication of Systems of Records

AGENCY: National Institutes of Health, HHS.

ACTION: Privacy Act: Annual Re-publication of Notices of Revised Systems of Records.

SUMMARY: The National Institutes of Health (NIH) has conducted a comprehensive review of all Privacy Act systems of records and is publishing the resulting revisions. None of the revisions meet the OMB criteria for a new or altered system of records requiring an advance period for public comment. These changes are in compliance with Circular A-130, Appendix 1. The notices re-published below are complete and accurate as of August 31, 2002

SUPPLEMENTARY INFORMATION: The following information summarizes the current status of systems of records which had minor modifications during 1998 and lists all systems maintained by NIH:

A. System Name

The following systems have been updated to reflect a change in the name of the system.

- 09-25-0005, Administration: Library Operations and User I.D. File, HHS/NIH/OD
- 09-25-0012, Clinical Research: Candidate Normal Volunteer Records, HHS/NIH/CC
- 09-25-0014, Clinical Research: Student Records, HHS/NIH/CC
- 09-25-0036, Extramural Awards and Chartered Advisory Committees: IMPAC (Grant/Contract/Cooperative Agreement/Chartered Advisory Committee Information), HHS/NIH/OER and HHS/NIH/CMO
- 09-25-0054, Administration: Property Accounting, HHS/NIH/ORS
- 09-25-0140, International Activities: International Scientific Researchers in Intramural Laboratories at the National Institutes of Health, HHS/NIH/FIC
- 09-25-0158, Administration: Records of Applicants and Awardees of the NIH Intramural Research Training Awards Program, HHS/NIH/OD
- 09-25-0168, Invention, Patent, and Licensing Documents Submitted to the Public Health Service by its Employees, Grantees, Fellowship Recipients, and Contractors, HHS/PHS/FDA/NIH/OTT

09-25-0200, Clinical, Epidemiologic, and Biometric Studies of the National Institutes of Health (NIH), HHS/NIH/OD

09-25-0209, Subject-Participants in Drug Abuse Research Studies on Drug Dependence and in Research Supporting New Drug Applications, HHS/NIH/NIDA

09-25-0213, Administration: Employee Conduct Investigative Records, HHS/NIH/OM/OA/OMA

B. Security Classification

None.

C. System Location

The following systems have been updated to reflect a change in the system location or location address. These changes do not affect the access by the individual to the individual's records.

- 09-25-0005, Administration: Library Operations and User I.D. File, HHS/NIH/OD
- 09-25-0007, Administration: NIH Safety Glasses Issuance Program, HHS/NIH/ORS
- 09-25-0014, Clinical Research: Student Records, HHS/NIH/CC
- 09-25-0033, International Activities: Fellowships Awarded by Foreign Organizations, HHS/NIH/FIC
- 09-25-0034, International Activities: Scholars-in-Residence Program, HHS/NIH/FIC
- 09-25-0036, Extramural Awards and Chartered Advisory Committees: IMPAC (Grant/Contract/Cooperative Agreement/Chartered Advisory Committee Information), HHS/NIH/OER and HHS/NIH/CMO
- 09-25-0041, Research Resources: Scientists Requesting Hormone Distribution, HHS/NIH/NIDDK
- 09-25-0054, Administration: Property Accounting, HHS/NIH/ORS
- 09-25-0078, Administration: Consultant File, HHS/NIH/NHLBI
- 09-25-0087, Administration: Senior Staff, HHS/NIH/NIAID
- 09-25-0099, Clinical Research: Patient Medical Records, HHS/NIH/CC
- 09-25-0105, Administration: Health Records of Employees, Visiting Scientists, Fellows, and Others Who Receive Medical Care Through the Employee Health Unit, HHS/NIH/ORS
- 09-25-0106, Administration: Office of the NIH Director and Institute/Center Correspondence Records, HHS/NIH/OD
- 09-25-0108, Personnel: Guest Researchers, Special Volunteers, and Scientists Emeriti, HHS/NIH/OHRM
- 09-25-0115, Administration: Curricula Vitae of Consultants and Clinical Investigators, HHS/NIH/NIAID

09-25-0140, International Activities: International Scientific Researchers in Intramural Laboratories at the National Institutes of Health, HHS/NIH/FIC

09-25-0168, Invention, Patent, and Licensing Documents Submitted to the Public Health Service by its Employees, Grantees, Fellowship Recipients, and Contractors, HHS/PHS/FDA/NIH/OTT

09-25-0169, Medical Staff-Credentials Files, HHS/NIH/CC

09-25-0203, National Institute on Drug Abuse, Intramural Research Program, Federal Prisoner and Non-Prisoner Research Files, HHS/NIH/NIDA

09-25-0210, Shipment Records of Drugs of Abuse to Authorized Researchers, HHS/NIH/NIDA

D. Categories of Individuals Covered by the System

The following systems have been updated to reflect a change in the categories of individuals covered by the system.

- 09-25-0014, Clinical Research: Student Records, HHS/NIH/CC
- 09-25-0200, Clinical, Epidemiologic, and Biometric Studies of the National Institutes of Health, (NIH), HHS/NIH/OD
- 09-25-0207, Subject-Participants in Pharmacokinetic Studies on Drugs of Abuse and on Treatment Medications, HHS/NIH/NIDA
- 09-25-0208, Drug Abuse Treatment Outcome Study (DATOS), HHS/NIH/NIDA
- 09-25-0209, Subject-Participants in Drug Abuse Research Studies on Drug Dependence and in Research Supporting New Drug Applications, HHS/NIH/NIDA

E. Categories of Records in the System

The following systems have been updated to reflect a change in the categories of records in the system.

- 09-25-0011, Clinical Research: Blood Donor Records, HHS/NIH/CC
- 09-25-0160, United States Renal Data System (USRDS), HHS/NIH/NIDDK

F. Legal Authority for Maintenance of the System

None of the systems have been updated to reflect a change in the legal authority for the maintenance of the system.

G. Purpose

The following systems have been updated to reflect a change in the purpose of the system.

- 09-25-0041, Research Resources: Scientists Requesting Hormone Distribution, HHS/NIH/NIDDK

- 09-25-0160, United States Renal Data System (USRDS), HHS/NIH/NIDDK
- 09-25-0200, Clinical, Epidemiologic, and Biometric Studies of the National Institutes of Health (NIH), HHS/NIH/OD
- 09-25-0209, Subject-Participants in Drug Abuse Research Studies on Drug Dependence and in Research Supporting New Drug Applications, HHS/NIH/NIDA

H. Routine Uses of Records

The following systems have been updated to reflect a change in the routine uses of the system.

- 09-25-0005, Administration: Library Operations and User I.D. File, HHS/NIH/OD
- 09-25-0014, Clinical Research: Student Records, HHS/NIH/CC
- 09-25-0099, Clinical Research: Patient Medical Records, HHS/NIH/CC
- 09-25-0158, Administration: Records of Applicants and Awardees of the NIH Intramural Research Training Awards Program, HHS/NIH/OD
- 09-25-0209, Subject-Participants in Drug Abuse Research Studies on Drug Dependence and in Research Supporting New Drug Applications, HHS/NIH/NIDA

I. Storage

The following systems have been updated to reflect a change in the storage of the system.

- 09-25-0005, Administration: Library Operations and User I.D. File, HHS/NIH/OD
- 09-25-0012, Clinical Research: Candidate Normal Volunteer Records, HHS/NIH/CC
- 09-25-0014, Clinical Research: Student Records, HHS/NIH/CC
- 09-25-0036, Extramural Awards and Chartered Advisory Committees: IMPAC (Grant/Contract/Cooperative Agreement/Chartered Advisory Committee Information), HHS/NIH/OER and HHS/NIH/CMO
- 09-25-0108, Personnel: Guest Researchers, Special Volunteers, and Scientists Emeriti, HHS/NIH/OHRM
- 09-25-0158, Administration: Records of Applicants and Awardees of the NIH Intramural Research Training Awards Program, HHS/NIH/OD
- 09-25-0169, Medical Staff-Credentials Files, HHS/NIH/CC
- 09-25-0202, Patient Records on PHS Beneficiaries (1935-1974) and Civilly Committed Drug Abusers (1967-1976) Treated at the PHS Hospitals in Fort Worth, Texas, or Lexington, Kentucky, HHS/NIH/NIDA

J. Retrieval

The following system has been updated to reflect a change in the retrieval of the system.

- 09-25-0160, United States Renal Data System (USRDS), HHS/NIH/NIDDK

K. Safeguards

The following systems have been updated to reflect a change in the safeguards of the system.

- 09-25-0005, Administration: Library Operations and User I.D. File, HHS/NIH/OD
- 09-25-0012, Clinical Research: Candidate Normal Volunteer Records, HHS/NIH/CC
- 09-25-0014, Clinical Research: Student Records, HHS/NIH/CC
- 09-25-0036, Extramural Awards and Chartered Advisory Committees: IMPAC (Grant/Contract/Cooperative Agreement/Chartered Advisory Committee Information), HHS/NIH/OER and HHS/NIH/CMO
- 09-25-0106, Administration: Office of the NIH Director and Institute/Center Correspondence Records, HHS/NIH/OD
- 09-25-0115, Administration: Curricula Vitae of Consultants and Clinical Investigators, HHS/NIH/NIAID
- 09-25-0160, United States Renal Data System (USRDS), HHS/NIH/NIDDK
- 09-25-0202, Patient Records on PHS Beneficiaries (1935-1974) and Civilly Committed Drug Abusers (1967-1976) Treated at the PHS Hospitals in Fort Worth, Texas, or Lexington, Kentucky, HHS/NIH/NIDA
- 09-25-0209, Subject-Participants in Drug Abuse Research Studies on Drug Dependence and in Research Supporting New Drug Applications, HHS/NIH/NIDA
- 09-25-0210, Shipment Records of Drugs of Abuse to Authorized Researchers, HHS/NIH/NIDA

L. Retention and Disposal

The following systems have been updated to reflect a change in the retention and disposal of the system.

- 09-25-0207, Subject-Participants in Pharmacokinetic Studies on Drugs of Abuse and on Treatment Medications, HHS/NIH/NIDA
- 09-25-0208, Drug Abuse Treatment Outcome Study (DATOS), HHS/NIH/NIDA
- 09-25-0209, Subject-Participants in Drug Abuse Research Studies on Drug Dependence and in Research Supporting New Drug Applications, HHS/NIH/NIDA

M. System Manager(s) and Address

The following systems have been updated to reflect a change in the name

and/or address of the system manager(s).

- 09-25-0005, Administration: Library Operations and User I.D. File, HHS/NIH/OD
- 09-25-0007, Administration: NIH Safety Glasses Issuance Program, HHS/NIH/ORS
- 09-25-0011, Clinical Research: Blood Donor Records, HHS/NIH/CC
- 09-25-0012, Clinical Research: Candidate Normal Volunteer Records, HHS/NIH/CC
- 09-25-0014, Clinical Research: Student Records, HHS/NIH/CC
- 09-25-0033, International Activities: Fellowships Awarded by Foreign Organizations, HHS/NIH/FIC
- 09-25-0034, International Activities: Scholars-in-Residence Program, HHS/NIH/FIC
- 09-25-0036, Extramural Awards and Chartered Advisory Committees: IMPAC (Grant/Contract/Cooperative Agreement/Chartered Advisory Committee Information), HHS/NIH/OER and HHS/NIH/CMO
- 09-25-0041, Research Resources: Scientists Requesting Hormone Distribution, HHS/NIH/NIDDK
- 09-25-0054, Administration: Property Accounting, HHS/NIH/ORS
- 09-25-0078, Administration: Consultant File, HHS/NIH/NHLBI
- 09-25-0087, Administration: Senior Staff, HHS/NIH/NIAID
- 09-25-0099, Clinical Research: Patient Medical Records, HHS/NIH/CC
- 09-25-0105, Administration: Health Records of Employees, Visiting Scientists, Fellows, and Others Who Receive Medical Care Through the Employee Health Unit, HHS/NIH/ORS
- 09-25-0106, Administration: Office of the NIH Director and Institute/Center Correspondence Records, HHS/NIH/OD
- 09-25-0108, Personnel: Guest Researchers, Special Volunteers, and Scientists Emeriti, HHS/NIH/OHRM
- 09-25-0115, Administration: Curricula Vitae of Consultants and Clinical Investigators, HHS/NIH/NIAID
- 09-25-0118, Contracts: Professional Services Contractors, HHS/NIH/NCI
- 09-25-0121, International Activities: Senior International Fellowships Program, HHS/NIH/FIC
- 09-25-0124, Administration: Pharmacology Research Associates, HHS/NIH/NIGMS
- 09-25-0140, International Activities: International Scientific Researchers in Intramural Laboratories at the National Institutes of Health, HHS/NIH/FIC
- 09-25-0156, Records of Participants in Programs and Respondents in Surveys

Used to Evaluate Programs of the Public Health Service, HHS/PHS/NIH/OD

09-25-0158, Administration: Records of Applicants and Awardees of the NIH Intramural Research Training Awards Program, HHS/NIH/OD

09-25-0160, United States Renal Data System (USRDS), HHS/NIH/NIDDK

09-25-0166, Administration: Radiation and Occupational Safety and Health Management Information Systems, HHS/NIH/ORS

09-25-0167, National Institutes of Health (NIH) TRANSHARE Program, HHS/NIH/OD

09-25-0168, Invention, Patent, and Licensing Documents Submitted to the Public Health Service by its Employees, Grantees, Fellowship Recipients, and Contractors, HHS/PHS/FDA/NIH/OTT

09-25-0169, Medical Staff-Credentials Files, HHS/NIH/CC

09-25-0200, Clinical, Epidemiologic, and Biometric Studies of the National Institutes of Health (NIH), HHS/NIH/OD

09-25-0202, Patient Records on PHS Beneficiaries (1935-1974) and Civilly Committed Drug Abusers (1967-1976) Treated at the PHS Hospitals in Fort Worth, Texas, or Lexington, Kentucky, HHS/NIH/NIDA

09-25-0203, National Institute on Drug Abuse, Intramural Research Program, Federal Prisoner and Non-Prisoner Research Files, HHS/NIH/NIDA

09-25-0207, Subject-Participants in Pharmacokinetic Studies on Drugs of Abuse and on Treatment Medications, HHS/NIH/NIDA

09-25-0208, Drug Abuse Treatment Outcome Study (DATOS), HHS/NIH/NIDA

09-25-0209, Subject-Participants in Drug Abuse Research Studies on Drug Dependence and in Research Supporting New Drug Applications, HHS/NIH/NIDA

09-25-0210, Shipment Records of Drugs of Abuse to Authorized Researchers, HHS/NIH/NIDA

09-25-0211, Intramural Research Program Records of In- and Out-Patients with Various Types of Alcohol Abuse and Dependence, Relatives of Patients with Alcoholism, and Healthy Volunteers, HHS/NIH/NIAAA

09-25-0213, Administration: Employee Conduct Investigative Records, HHS/NIH/OM/OA/OMA

09-25-0216, Administration: NIH Electronic Directory, HHS/NIH

N. Notification Procedure

The following systems have been updated to reflect a change in the notification procedure of the system.

09-25-0041, Research Resources: Scientists Requesting Hormone Distribution, HHS/NIH/NIDDK

09-25-0078, Administration: Consultant File, HHS/NIH/NHLBI

09-25-0115, Administration: Curricula Vitae of Consultants and Clinical Investigators, HHS/NIH/NIAID

09-25-0156, Records of Participants in Programs and Respondents in Surveys Used to Evaluate Programs of the Public Health Service, HHS/PHS/NIH/OD

09-25-0200, Clinical, Epidemiologic, and Biometric Studies of the National Institutes of Health (NIH), HHS/NIH/OD

O. Record Access Procedure

The following system has been updated to reflect a change in the record access procedure of the system.

09-25-0012, Clinical Research: Candidate Normal Volunteer Records, HHS/NIH/CC

P. Contesting Record Procedure

None.

Q. Record Source Categories

The following systems have been updated to reflect a change in the record source categories of the system.

09-25-0012, Clinical Research: Candidate Normal Volunteer Records, HHS/NIH/CC

09-25-0160, United States Renal Data System (USRDS), HHS/NIH/NIDDK

R. Systems Exempted From Certain Provisions of the Act

None.

S. No Changes

None.

T. Edits

None.

U. Published Prior to Update

System 09-25-0165, "NIH Office of Loan Repayment and Scholarship (OLRS) Records System, HHS/NIH/OD" was previously altered and updated. It was published in the *Federal Register* on February 8, 2002.

V. Deleted Systems of Records

The following systems have been deleted.

09-25-0093, Administration: Authors, Reviewers, Editorial Board, and Members of the Journal of the National Cancer Institute, HHS/NIH/NCI

09-25-0112, Grants and Cooperative Agreements: Research, Research Training, Fellowship and Construction Applications and Related Awards, HHS/NIH/OD

09-25-0161, Administration: NIH Consultant File, HHS/NIH/CSR

Dated: September 13, 2002.

Timothy J. Wheelles,

Director, Division of Management Support, OMA/OA/OM/OD/NIH.

09-25-0005

SYSTEM NAME:

Administration: Library Operations and NIH Library User I.D. File, HHS/NIH.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

This system of records is an umbrella system comprising separate sets of records located in National Institutes of Health (NIH) facilities in Bethesda, Maryland, or facilities of contractors of the NIH. Write to the appropriate System Manager listed below for list of current contractor locations.

Clinical Center (CC), Building 10, Room 1L07, 10 Center Drive, Bethesda, MD 20892.

National Library of Medicine (NLM), Building 38, Room 1S33, 8600 Rockville Pike, Bethesda, MD 20894.

National Library of Medicine (NLM), Building 38, Room 1N21, 8600 Rockville Pike, Bethesda, MD 20894.

National Library of Medicine (NLM), Building 38, Room B1E21, 8600 Rockville Pike, Bethesda, MD 20894.

National Technical Information Service (NTIS), Accounting Department, 8001 Forbes Place, Room 208F, Springfield, VA 22151.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Users of library services.

CATEGORIES OF RECORDS IN THE SYSTEM:

Name, organization, address, phone number, photographs, issue date, email address, signature, user code and identification number; and when applicable, credit card number and billing information.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Section 301 of the Public Health Service Act, describing the general powers and duties of the Public Health Service relating to research and investigation (42 U.S.C. 241).

PURPOSE(S):

1. To monitor library material, services, and circulation control.
2. To provide user documentation.
3. To provide copying services (duplication of library materials).
4. To manage invoice and billing transactions for library services.